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September 7, 2011

Mr. Daniel Cozad, Executive Director, CV-SALTS
Integrated Planning and Management, Inc.
360 Lakeside Ave
Redlands, CA 92373

Subject: Proposed Scope of Work: Regulatory Liaison Services to Central Valley Salts

Dear Mr. Cozad:

CDM is pleased to submit the attached proposal to provide Regulatory Liaison Services to Central Valley Salts. We look forward to the opportunity to work with you and your team on this important project. If you have questions or would like additional information, please call me at (303) 383-2478 (direct line) or (303) 345-3083 (cell).

Very truly yours,

A handwritten signature in black ink, appearing to read 'Richard Meyerhoff'.

Richard Meyerhoff, Ph.D.
Vice President
Camp Dresser & McKee Inc.

Proposed Scope of Work: Regulatory Liaison Services to Central Valley Salts

Project Background

Central Valley Salts (CV-SALTS) is working collaboratively with the Central Valley Regional Water Quality Control Board (CVRWQCB) to prepare a Basin Plan Amendment (BPA) to adopt a Salt and Nutrient Management Plan. CV Salts is led by a Program Management/Facilitation Team (“Team”) consisting of Mr. Daniel Cozad (CV-SALTS Executive Director), Mr. Tim Moore (Regulatory Facilitation), and Mr. Michael Steiger (Technical Program Manager, TPM). CV-SALTS requests that CDM provide additional support to the Team by providing special Basin Planning Assistance services. The following tasks, deliverables, schedule and budget will provide the desired support services for a performance period of one year.

Task 1 – Salinity and Nutrient Management Plan Development Support

CDM will advise and support the Team in the development of technical scopes of work to ensure that the planned work supports the requirements for a BPA. This effort includes the following two subtasks:

Task 1.1 – Participate in Technical/Executive Committee Meetings

CDM will participate in up to six Technical or Executive Committee meetings as requested by the Team. The proposed budget assumes attendance at up to six meetings in Sacramento, CA and includes time for meeting preparation, attendance, and completion of requested follow-up activities. Other direct costs (ODCs) are incorporated into Task 4. It is assumed that CDM will be given sufficient notice of the requested meeting (date and purpose) to provide opportunity for scheduling, make economical travel arrangements, and prepare for the meeting.

Deliverables: Participation in up to six meetings; submittal of post-meeting materials, as requested.

Schedule: Meetings are attended upon request.

Task 1.2 - Provide Assistance to Development of Technical Scopes of Work

CDM will participate in discussions on the development of scopes of work that involve the technical and regulatory framework for the planned work (e.g., overall tasks, needed deliverables, and relevance to BPA). The budget assumes that CDM will not prepare first drafts of technical scopes of work, but will provide review and recommendations of potential improvements to draft scopes of work developed by the TPM. It is also assumed that no additional travel to Sacramento, CA is required by this subtask. Required discussions will either occur via teleconference or in-person. If the latter, these meetings will occur as part of already scheduled travel to Sacramento to participate in activities under Task 1.1 or Task 2. Budget includes up to six teleconferences or in-person meetings to discuss scope of work development and assumes up to six scopes of work will be reviewed.

Deliverables: Participation in teleconferences/meetings to develop technical scopes of work; written reviews of draft scopes of work.

Schedule: Teleconferences and in-person meetings, as requested; reviews of draft scopes of work within one week of receipt of the document.

Task 2 – Basin Planning Assistance Support to the CVRWQCB

As requested, CDM will provide direct Basin Planning Assistance to the CV-SALTS program and to CVRWQCB staff. Examples of the types of assistance to be provided under this Task include developing strategies for preparation of the Salt and Nutrient Management Plan, review/discussion of technical studies or materials developed through CV-SALTS, and development of Basin Plan Amendment materials

coordinated with regulatory facilitation. The proposed budget includes up to four in-person meetings in Sacramento, California with CVRWQCB staff, and time for meeting preparation, meeting attendance, and requested follow-up actions. Additional budget is included for periodic teleconferences (up to one/month). Other direct costs are incorporated into Task 4.

Deliverables: Participation in up to four meetings and periodic teleconferences; submittal of Basin Plan revision sections and post-meeting materials, as requested.

Schedule: In-person meetings are attended upon request, but to the extent practicable, will be coordinated with other planned travel, e.g., as may be requested under Task 1.1.

Task 3 – Coordination with Facilitation/Program Management Team

CDM will participate in periodic teleconferences or in-person meetings with the Team to support implementation of the CV-SALTS program and ensure any Basin Planning Assistance activities (e.g., as conducted under Task 2) are coordinated with the Team. It has been assumed that a majority of these meetings will occur via teleconference and that in-person meetings will be coordinated with other travel activities conducted under Tasks 1 or 2. The budget includes time for meeting participation/attendance and follow-up actions.

Deliverables: Teleconferences and in-person meetings, as requested.

Schedule: Teleconferences are attended upon request; in-person meetings are also attended as requested, but coordinated with other travel activities under this contract to minimize ODCs.

Task 4 – Project Management/Administrative Activities

This task covers internal project management and contract administration activities, e.g., preparation of invoices, and other direct costs associated with the implementation of Tasks 1, 2 and 3.

Deliverables: CDM will submit regular invoices with documentation per the requirements established by the contract.

Schedule: CDM will submit invoices in a timely manner per the requirements of the contract.

Budget Estimate

Table 1 summarizes the budget for the proposed scope of work. The period of performance is one year. The budget assumes that Richard Meyerhoff (CDM) will perform the work for Tasks 1, 2, and 3, and will receive internal assistance by other CDM staff for execution of Task 4. In addition to the assumptions provided above, the budget is based on a total of eight meetings in Sacramento, California over a one year period (this assumes that Task 3 meetings and at least two Task 2 meetings can be coordinated with Task 1.1. meetings). ODCs are based on \$800/trip using Sacramento federal per diem rates. Each travel event includes air travel to/from Denver, CO, one nights lodging in Sacramento at a government contractor rate, two-day car rental (with auto expense to refuel car), two days of per diem meals (at 75% per diem for two travel days), and airport parking.

Table 1. Budget Estimate to Provide Regulatory Liaison Services to Central Valley Salts

Task	Task Description	CDM Hours	Total Labor	ODCs	Total
Task 1.1	Technical/Executive Committee Meetings	72	\$16,200	\$0	\$16,200
Task 1.2	Technical Scopes of Work Development	42	\$9,450	\$0	\$9,450
Task 2	Basin Planning Assistance to CVRWQCB	80	\$18,000	\$0	\$18,000
Task 3	TPM/Program Manager Coordination	24	\$5,400	\$0	\$5,400
Task 4	Project Management	16	\$2,600	\$6,400	\$9,000
Totals		234	\$51,650	\$6,400	\$58,050